

Exhibit A-7

HENLEY-YOUNG JUVENILE JUSTICE CENTER

SHIFT REPORT

Before the end of each shift, shift supervisors shall complete the shift report documenting the shifts daily activities. This is mandatory for all shift supervisors. A completed shift report shall be forwarded to the facility's Executive Director as well as the Operations Manager.

DAILY SHIFT REPORT

Shift: Bravo Shift (3 p.m. -11 p.m.) Date: 3-8-22Supervisor on Duty: Ellis / Mallard /

OPEN COUNT		CLOSING COUNT	
MALES/JCAA MALES	FEMALES	MALES/JCAA MALES	FEMALES
<u>23 JCA / 1 HY</u>	<u>1 JCA</u>	<u>23 JCA / 1 HY</u>	<u>1 HY / 1 JCA</u>

POST ASSIGNMENT

Central Control: Ellis Intake: As Needed
 Walter Payton: Mallard /
 Ossie Davis: Mallard /
 J.F.K.:
 Harriet Tubman: Ellis /

OFF DUTY OFFICERS

EA: Jones / Cooper / Banks / Williams /
 PL: / / / /
 SL: / / / /

Call in/No Shows:

Thomas / Sims / / / /Comments: 1CP Sims No show

MEDICAL

Juveniles refused for medical reason(s) prior to admission because of alleged injury, or sickness:

/ /
 / /

Juveniles returned to the facility by arresting transporting agency after receiving medical treatment:

/ /
 / /

Number of residents escorted to medical for assessment, treatment, injuries and/or sickness: 21Number of residents transported to outside facilities for medical/mental health reasons: 0

EDUCATION

Number of resident attending school: _____

Number of resident not attending school: _____

Reason each child did not attend school: _____


RESIDENT SUPERVISION

State all residents placed on suicide watch including date/time.

1. _____ 2. _____ 3. _____ 4. _____

Date/Time: _____ Date/Time: _____ Date/Time: _____ Date/Time: _____

How many incidents occurred: _____ Reports written on all incidents? _____, if no, state reason why a report was not written. _____

BOOKED			INTAKE			RELEASED		
			PARENT(S) CONTACTED					
1.						1.		
2.						2.		
3.						3.		
4.						4.		
5.						5.		
6.						6.		
7.						7.		
8.						8.		
9.						9.		
10.						10.		
11.						11.		
12.						12.		

SUPERVISOR STAFF MEETINGTopic of discussion: Residents did not come out due to shortness of staffSupervisor's Signature: D. EllisDate: 3-8-22